



Legislation Text

File #: 2021-0419, **Version:** 0

Title

Konica Minolta Multi-Functional Printer Lease

History

The lease and maintenance agreements for the Village's eighteen (18) multi-functional printers (MFPs) are currently being serviced by multiple vendors. This approach resulted in user dissatisfaction, inefficient management, and increased cost for leasing and maintaining these devices. Staff is currently consolidating these agreements under a single vendor, Konica Minolta, utilizing the Sourcewell cooperative purchase contract 083116-KON. The Village is contractually obligated under the present multiple lease and maintenance agreements, delaying the completion of this consolidation effort for three (3) more years.

The Development Services Department presently uses two (2) HP M880 MFPs that jointly average over 16,000 printed pages monthly. Both of these devices were leased at the same time and their leases have expired. They were planned to be replaced in FY 2022. Recently, one (1) of these devices failed, and the maintenance vendor reported that it could not be repaired. This resulted in the Development Services Department sharing one (1) printer, which has already experienced its own intermittent failures, during its busiest time of year. To resolve the immediate problem and proactively prevent a future problem, staff recommended the Village replace both of these MFPs immediately. Staff solicited a lease and maintenance agreement from Konica Minolta. Due to the critical need, equipment failure and pending failure of the second MFP, the Assistant Village Manager executed an agreement for lease and maintenance for two (2) new Konica Minolta BIZHUB C650i MFPs using the Village's emergency authorization authority.

Financial Impact

Staff planned on replacing these MFPs in 2022. Due to the earlier than expected replacement in 2021, this item will be included in an upcoming budget amendment.

Recommended Action/Motion

I move to approve the lease with Konica Minolta using the Sourcewell cooperative purchase contract 083116-KON for the forty-seven (47) month lease of two (2) multi-function printers for the Development Services Department for a total lease cost of \$24,889.79 plus monthly usage charges;

And,

To authorize the Village Manager to execute all related contracts, subject to Village Attorney review.